

01/13/03 07:08

User F115938

Printer AAUM

FORWARD 01/11/03 19:33:05 F677062

To: Mary Lucas

F115938 - FMHOST

From: Johnna Havard

F677062 - FMHOST

Date: 01/11/03

Subject: Tonia Avila(Jan. 1)

Reference: Note attached below

Here is something else that I documented and it wasn't followed up with the employee from the manager but the manager was told of the incident from myself.

Thank you,
Johnna JN/158

----- ATTACHED NOTE -----

To: Johnna Havard

F677062 - FMHOST

From: Johnna Havard

F677062 - FMHOST

Date: 01/11/03

Subject: Tonia Avila(Jan. 1) *4th meeting / mgmt. change*

On the morning of January 1. around 8:00am, I received a phone call from our relief assistant, Tonia Avila. She said that she wasn't feeling well. I then asked if she had went out the previous night, she had then said that she did and didn't come home until 4:00am and was still feeling it from the night. I then told her to call me back and maybe thinking of coming in later. She never called back and never came into to work that day.

***From what I know from some other locations or under some other management, that if you call-in on the 1st of the year, you are automatically terminated. I had then told Jaime San Miguel about this when he had come in to work on the schedule the same day. Nothing was done to this employee about this incident.